



ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

Airport - Highways - Parks

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Public Works Committee – Parks and Airport Minutes

Thursday, November 15, 2018 – 8:00 a.m.

Southern Wisconsin Regional Airport – Voyager Room

1716 W. Airport Road, Janesville, WI 53546

Call to Order. Chair Bussie called the meeting of the Public Works Committee to order at 8:02 a.m.

Committee Members Present. Supervisors Bussie, Driscoll, Fox, Richard and Zajac

Committee Members Absent. None

Staff Members:

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| Nick Elmer | Assistant to the Director of Public Works |
| John Traynor | Parks Manager |
| Greg Cullen | Interim Airport Manager |
| Cynthia Hevel | Airport Specialist |

Others Present:

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|-------------------|----------------------|
| Floyd Finney | Parks Advisory Board |
| Dean Paynter | Parks Advisory Board |
| Tom Presny | Parks Advisory Board |
| Alex Smith | Airport Tenant |
| Michael Schaffner | Interested Observer |
| James Dillavou | SC Aviation |
| Dave Haas | Meisner Aircraft |
| Bonnie Cooksey | Airport Tenant |

Approval of Agenda. Supervisors Richard and Zajac moved the Agenda. MOTION CARRIED.

Approval of Minutes of September 18, 2018. Supervisors Zajac and Driscoll moved the minutes of October 9th, 2018. MOTION CARRIED.

Citizen Participation, Communications and Announcements. None.

Parks Advisory Board Communications. Mr. Paynter thanked the Committee for their support of the Parks Community Coordinator position in the 2019 County Budget. Mr. Paynter also mentioned that the 150th anniversary of the 5 Arch Bridge is coming up and there will be a brainstorming session on how to celebrate on December 12th at 5:00 p.m. at the Turtle Creek Parkway. Mr. Paynter also asked when the removal of the Steel Bridge was scheduled. Mr. Elmer replied that it is currently scheduled for the summer of 2019 but that based on funding availability, that schedule could change. Supervisor Bussie suggested that it could be put on the January agenda for an update.

PARKS BUSINESS

Discussion and Possible Action – Gibbs Lake House Lease. Mr. Traynor explained that historically the Parks has followed the Airport's lead on increases and as he understands it, the Airport will not be requesting a rate increase this year and therefore he is not recommending an increase in the rent for the Gibbs Lake house. He also stated that the house is in need of repair, it needs siding and windows. Supervisor Richard made a motion for a 0% increase to the house rent, Supervisor Driscoll seconded it. More discussion on the house, its condition, the ability to obtain financing for repairs, and the future of other buildings located at Gibbs Lake Park took place. Supervisor Fox mentioned that a long time Rock County employee is renting that house, and that at some time in the future, if that tenant vacated the house, perhaps it may be time to consider razing it. Mr. Traynor stated that he would like to sit down with the tenant and his wife to discuss their long term plans. MOTION CARRIED.

Parks Manager Report. Mr. Traynor gave details of the items listed in his report.

Parks General – They are starting winter prep work, bathrooms have been locked and piers have been pulled.

Turtle Creek Parkway – Mr. Traynor stated that he received the redesign plans back from Ayers. The new plans include a handicap accessible walkway and a concrete pad for launching kayaks.

Magnolia Bluff Park – The 2018 stay natural grant was awarded in the amount of \$2,117 and the 2019 grant is for \$3,131 so it went up a thousand dollars. This is a matching grant so there will be over \$6,000 next year for the invasive plant removal process. Current plans are to remove 5 feet from in front of the bluff, but in some places there is about 60 - 65 feet of cutting needed. Mr. Jorgenson has already approved additional cutting for next year. This will give a clear view from the trail.

Eager Family Donation –The Eager family is still looking to make a donation of \$20,000 or more but would like to wait until 2019 for tax purposes. Jane Maldonis of the Community Foundation of Southern Wisconsin has been working on this donation and is planning to retire in December. Her plan is to have all of the paperwork for this donation done prior to her retirement so that in 2019, when the family is ready to make the donation, it will be ready to go.

Happy Hollow Park – Mr. Traynor has been in contact with Fanning regarding the installation of the bathroom facility. The water is receding from the park, and they are hopeful that it may be installed by the end of the month.

2019 Budget – Mr. Traynor stated that he wanted to express his thanks to the Committee for supporting the Community Coordinator position in the 2019 Budget.

WPRA Conference – Mr. Traynor felt that the Conference was a great opportunity and that he learned a lot from it. He thanked the Committee for allowing him to attend.

Mr. Traynor, Mr. Finney, Mr. Paynter and Mr. Presny left the meeting at 8:19 a.m.

November 15, 2018

AIRPORT BUSINESS

Interim Airport Manager's Report. Mr. Cullen gave details of the Items listed in his report.

Innovation Drive Extension – Mr. Ryan McCue of the City of Janesville sent Randy Terronez some information regarding this project. At this time the City will not be pursuing this project until at least 2023 and possibly longer.

Part 139 Inspection and Letter of Correction Status – Of the 14 discrepancies that we received during our Part 139 inspection in May, only four remain open, and three of them are under training. Airport staff has been working on revising our training documents and they are currently at our inspector's office pending approval. Mr. Taira, our FAA inspector has advised Mr. Cullen that these items will remain open until our next inspection so that they can see that action has been taken. Mr. Cullen stated that he is also working on a new employee training program. The fourth item on our inspection is the status of the Runway 18/36 surface. While we were able to remove it from our operating certificate for aircraft carrying passengers for hire, it still needs to be fixed. In addition two items still open from our 2016 inspection, the Runway 22 REILS and two wind indicators, have now been taken care of with the lighting project. Supervisor Fox asked where the lighting project was at.

Airfield Lighting Construction Wrap-up and 2019 Construction Plans - At this time the airfield lighting project is mostly completed. There are a few punch list items that still need to be taken care of, but nothing that will cause any significant closures. Pulling new cable for the Runway 04 PAPIs caused some delays. Mr. Cullen stated that during the summer it came to his attention that the airport's sign plan that was discussed during the planning of this project had never been approved by the FAA. In 2010 there was a rule change in how airports name their taxiways, and any airport that accepts federal money to update airfield lights and signs, must comply with these rules. Because the new plan was not approved by the FAA the signs that are in the process of/or have been replaced are not correct. These signs must be corrected or the airport will be written up at the next inspection. Mr. Cullen stated that he is working with the Bureau of Aeronautics, Mead & Hunt, and the contractor to determine the financial impact of these changes. Additional discussion on these changes to the signage took place.

Town Hall Meeting with T-hangar Tenants – Mr. Cullen informed that he had held the Town Hall meeting with airport t-hangar tenants on November 1st. Seventeen people attended. Mr. Cullen felt the meeting went well. The tenants appreciated being heard and he appreciated the input. The common thread was that tenants felt there was a lack of communication. Supervisor Bussie asked if the tenants were satisfied with what they have. Mr. Cullen replied that there seem to be two sides. Some tenants were completely satisfied and others felt that we should just tear the hangars down. Mr. Cullen stated that he intends holds this meeting at least yearly, and possible twice a year.

October Training Completed - Mr. Cullen stated that he was really proud of his staff, they completed a lot of training in October.

- Wildlife Training from the USDA Officer
- First Aid and CPR Training at Mercy Hospital
- Firearms Training from the Rock County Sheriff's Office
- Flight Line Training done in-house
- Runway Safety Area Training from the Control Tower Manager
- Two staff attended firefighting training in Kentucky

Discussion on a new ARFF training facility being built in Appleton took place.

2019 Rates – Mr. Cullen stated that while rates will not be set until the December meeting, he wanted to let the Committee know that at this time he is not intending to request an increase in rates for 2019.

Mr. Cullen then informed the Committee that as of November 27th, they would be able to drop the "Interim" from his title as he was offered the position of Airport Manager on a permanent basis. The Committee congratulated him and offered good wishes.

Next Meeting Date: The next meeting will be on December 11th, 2018 at 8:00 a.m. at the Southern Wisconsin Regional Airport.

Adjournment. Supervisors Richard and Zajac moved to adjourn at 8:37 a.m. MOTION CARRIED.

Respectfully Submitted,

Cynthia J. Hevel
Airport Specialist